

POSITION TITLE: Security & Emergency Management Director (Ordinance Title: Executive 2)

Salary: DOE

Unit/Location: Customer Service and Energy Delivery Business Unit/Seattle Municipal Tower

Primary Duties: Provides strategic leadership for SCL's security program and emergency management functions. This position is responsible for a budget of approximately \$3.5 million. Decisions involve broad organizational policy regarding physical security at all facilities, policies and procedures with security implications & management of emergency response and related policies and procedures.

Examples of key responsibilities include, but are not limited to:

- Provides oversight for developing and implementing plans, goals, objectives, accountability measures, budget, grants and contracts, policies and procedures, and programs for Seattle City Light to provide: (1) security for the Utility's workforce, facilities and systems, including generating plants and the distribution and transmission (2) management of monitoring and intrusion systems for all City Light facilities; (3) establish cross-functional partnerships to manage issues associated with cyber security, business continuity and risk management.
- Provides oversight to establish and implement uniform procedures for background checks and reporting, investigation and handling security breaches and issues.
- Provides oversight for establishing standard procedures to ensure that Seattle City Light facilities are in compliance with United States Department of Homeland Security Threat Advisory.
- Provides oversight for recommendations to improve plant and facility security, including critical and remote sites.
- Provides oversight to develop interjurisdictional and interagency plans for security and emergency response plans, programs, and agreements to protect City Light's infrastructure and critical plant, employees, operations, and the public during times of disaster.
- Serves as a public spokesperson for security and emergency management issues as appropriate.

Required Qualifications: A Bachelor's degree in Law and Justice Planning, Criminal Justice, Criminology or related field such as Business Administration, Public Administration, Governmental Relations or Computer Science is required. Substantial management and leadership experience in security including direct involvement with emergency management and emergency preparedness functions or related area of responsibility typically gained through 10 or more years progressively responsible assignments, at least 7 of which were as a manager or supervisor in a large, complex multicultural and diverse organization. Recent experience working with security and emergency management post September 11, 2001, including experience working with executives in utility operations during times of crisis and emergencies. Demonstrable knowledge of laws, regulations, practices and methods relating to security and emergency management practices in comparable public or private institutions, including cyber security. Ability to develop, manage and implement the use of computerized programs and other state of the art security systems and methodologies for use during emergency response and recovery. Skilled in complex negotiations, developing consensus within an organizational climate of diverse operational activities and often conflicting regulations, facilitating resolution of difficult crisis situations, working directly with executive management, elected and appointed officials and a variety of agencies including other City departments, Federal, State and County agencies, law enforcement agencies, utilities, hospitals and non-profit agencies. Actively promote, support and manage key strategic City-wide initiatives including those related to fair and equal employment, diversity and justice in the workplace. Successful candidates must demonstrate their commitment to and involvement in activities that create and sustain a workforce free of racism and discrimination and that values multiculturalism and diversity as a workforce and community asset.

Desired Qualifications: Master's degree and Utility experience preferred. Certified Emergency Manager (CEM) desirable. Knowledge of public sector organizations practices, including labor relations. Skilled in creating and delivering public presentations to a variety of constituents, managing shifting priorities with very little direction, recruiting and managing a multicultural and diverse staff that possesses various skills. Ability to foster and model effective customer service. Ability to coach, counsel and develop employees, including those of different racial, cultural and demographic backgrounds. Ability to provide management direction in an environment of change; willingness to make difficult and challenging decisions; provide clear expectations and directions; foster creativity and problem-solving; and perform the physical requirements and essential functions of the job.

Position Requirements: Washington State Driver's license, security clearance and background check is required. Driver abstract will be required.

How to Apply: Email resumes as an MS Word attachment to SCLResumes@right.com by midnight Sunday 8/28/2005.

[For full job description click here](#)